

Frankenthaler Climate Initiative

2024 Eligibility Guidelines

Thank you for your interest in the Frankenthaler Climate Initiative (FCI). This document includes a general overview of the program, and includes descriptions of 2024 FCI **Grant Categories** and **Eligibility Guidelines**.

This document also includes a **Sample Application**, which will help you prepare for the 2024 Eligibility Quiz and Full Application. For additional information, see the program website at frankenthalerclimateinitiative.org or contact us via info@frankenthalerfoundation.org

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Overview

The Frankenthaler Climate Initiative (FCI) is a pioneering grantmaking program established by the Helen Frankenthaler Foundation in collaboration with RMI and Environment & Culture Partners. Since its inception in 2021, the FCI has distinguished itself as the foremost private national initiative in the United States dedicated to combating climate change specifically within the visual arts sector.

The FCI provides visual arts institutions with the funding and guidance required to undertake ambitious sustainability and energy efficiency initiatives that directly address carbon reduction and energy efficiency. The scope of its support is broad, encompassing everything from modest, rapid-response projects to comprehensive efficiency audits and feasibility studies, and extending to financial contributions for significant infrastructural renovations and strategic planning for new buildings and major initiatives.

Building on the core values of the Helen Frankenthaler Foundation, the initiative aligns a commitment to environmental stewardship with a belief in the vital importance of the visual arts and arts education. Through strategic funding and partnerships focused on tangible infrastructure, the FCI aims to catalyze a sector-wide shift toward zero carbon operations, promoting a future where the visual arts thrive—while contributing to a more sustainable and ecologically conscious world.

Who We Fund

The FCI funds nonprofit institutions whose primary focus rests in the visual arts. Most of our grantees are art museums, nonprofit galleries, archives, non-collecting institutions, art schools, university museums, community and cultural art centers, and artist-endowed foundations. See below for additional eligibility guidelines, and take our Eligibility Quiz to determine if your organization is eligible to apply.

What We Fund

The FCI's primary focus includes a range of strategies intended to promote clean energy generation, energy efficiency, and sustainable practices. Through baseline reporting, benchmarking, and ongoing tracking through the EPA's Energy Star® Portfolio Manager®, FCI projects employ recognized industry standards, reduce environmental impact, and lower operational costs.

Examples of successful projects include:

- clean energy generation and reducing carbon emissions (solar panel installation, transitioning away from fossil fuel-based heating);
- energy efficiency improvements and building envelope upgrades (installing LED lighting systems, replacing windows, adding insulation);
- innovative building redesigns that lower energy demand (redesigning spaces to minimize energy requirements, incorporating efficient design principles);
- feasibility assessments and energy efficiency audits to identify opportunities for improvement; and
- sustainability measures related to collections management.

Grant Categories

The Frankenthaler Climate Initiative funds energy efficiency and clean energy generation projects in the following categories:

- **Catalyst Grants** (\$15,000 maximum) support stand-alone projects with a quick turnaround and are perfect for small spaces or first actions at any site or institution—and can include an additional award of up to 5 hours of in-project coaching.
- **Scoping Grants** (\$25,000 maximum) help institutions to understand energy mitigation and sustainability-related opportunities at their facilities. By supporting assessments, including those led by independent and appropriate consultants, Scoping grants benefit institutions that are beginning to reduce their emissions footprint.
- **Technical Assistance Grants** (\$50,000 maximum) support projects where initial inquiries are complete, and where an identified efficiency project requires procurement and financing support. This may include providing designs and specifications, or connections to energy services companies who provide project support. These grants also support more complex studies or analysis required for pursuing major implementation projects.
- **Implementation Grants** (\$100,000 maximum) support ambitious, innovative, and transformative projects that directly address institutional climate impact. Implementation Grants are highly competitive and involve multiple stakeholders and collaborators. As seed funding for fully specified projects, Implementation Grants often lead to matches for larger capital and strategic campaigns.

Detailed descriptions, including eligibility categories, application guidelines, and examples of projects are listed below.

NEW to 2024: Catalyst Grants

A Catalyst grant is intended to fully-fund a stand-alone project that increases energy efficiency. These are simple, limited-component projects perfect for small spaces or first actions at any site or institution.

Award Amount: Up to \$15,000 and can include an additional award of in-project coaching of up to 5 hours. A financial match is not required.

Project Timeline: Projects must be completed by October 31, 2024 (within six months of award) because they are “shovel ready,” requiring no more planning or assessment, or a financial match.

The Catalyst application is one round and entails a process that is less time-intensive than Scoping, Technical Assistance, or Implementation Grants. Applications must be submitted through the Helen Frankenthaler Foundation Grants Portal. (A Sample Application is included below).

Reporting

Project Completion Report: A brief narrative.

- 6-month post-project completion report: A brief narrative and an Energy Star® Portfolio Manager® Progress & Goals Report reflecting energy usage within the timeframe between the project completion and six months after the project is completed.

Project Examples

- Completing a gallery installation of LED lighting
- Fabricating and installing interior storm windows or insulation for a small historic property
- Installing an electric meter on a building, or a submeter on a system to improve energy tracking
- Funding an energy audit when documentation shows local utilities will not provide the service for free

Scoping Grants

A Scoping Grant is intended to help you understand your energy efficiency needs and clean energy options by undertaking an assessment with an independent environmental engineer, building science specialist (BSS), or sustainability consultant. This work might include professional fees and monitoring or testing for energy and systems audits, recommendations on initial no/low-cost actions, and recommended areas for planning larger interventions to increase efficiency, reduce total consumption, and access renewable sources. These grants benefit applicants who are getting started in reducing their emissions footprint, reducing their reliance on fossil fuels, and identifying tangible changes to their current institutional or organizational practices.

Award Amount: Up to \$25,000. A financial match is not required.

Project Timeline: Projects must be completed by October 31, 2025 (within 18 months of award).

The Scoping application is one round and requires submission of a full application. Applications must be submitted through the Helen Frankenthaler Foundation Grants Portal. (A Sample Application is included below).

Reporting

- **Baseline Report:** A brief narrative and an Energy Star® Portfolio Manager® (ESPM) Progress & Goals report of energy use in calendar year 2023 will be due within three months after grant award. ESPM Support and training will be provided to grantees.
- **Project Completion Report:** A brief narrative including financial expenditure details.
- **12-month post-project completion report:** A brief narrative and an ESPM Progress & Goals Report reflecting energy usage within the timeframe between the project completion and 12 months after the project is completed.

Project Examples:

- Energy assessment of existing facility, with recommendations for improvements (ASHRAE level I, or level II audit)
- Master Planning document that includes efficiency improvement coordinated with planned facility maintenance
- Life cycle analysis of mechanical equipment upgrades to electrify equipment cost effectively

Technical Assistance Grants

A Technical Assistance Grant funds advanced assessments or technical specifications, where an initial comprehensive evaluation may have been completed (e.g., site-wide master planning document). For example, the proposal might include providing designs and specifications, or engaging an energy services company (ESCOs) skilled at both project design and 3rd party financing. These grants support more complex studies, specifications or testing necessary for pursuing major implementation projects. At the conclusion of a Technical Assistance grant, the applicant should be well enough informed to implement a project.

Award Amount: Up to \$50,000. A financial match is not required.

Project Timeline: Projects must be completed by October 31, 2025 (within 18 months of award).

The Technical Assistance application is one round and requires submission of a full application. Applications must be submitted through the Helen Frankenthaler Foundation Grants Portal. (A Sample Application is included below).

Reporting

- Project Baseline Report: A brief narrative and an Energy Star® Portfolio Manager® (ESPM) Progress & Goals report of energy use in calendar year 2023 will be due within three months after grant award. ESPM Support and training will be provided to grantees.
- Project Completion Report: A brief narrative including financial expenditure details.
- 12-month Post-project Completion Report: A brief narrative and an ESPM Progress & Goals Report reflecting energy usage within the timeframe between the project completion and 12 months after the project is completed.

Project Examples:

- Geothermal feasibility study
- Master Equipment Plan
- Window replacement assessment
- Design a new Building Automation System (BAS) or Building Management System (BMS)
- Conduct building or systems commissioning assessment

Implementation Grants

An Implementation Grant directly addresses your institution's climate impact, such as supporting lower cost, higher payback items. Implementation Grants are ideal for organizations who have achieved wide-scale "buy-in" support for sustainable measures, and help to realize ambitious, innovative, and transformative projects that directly address institutional climate impact. They are highly competitive, involve multiple stakeholders and collaborators, and may include matches for larger capital projects and strategic campaigns.

Award Amount: These grants typically range from \$50,000 to \$100,000 and cannot exceed \$100,000. Matching funds are encouraged, but not required.

Project Timeline: Projects must be completed by July 30, 2026 (within 24 months of award).

Implementation Grants are awarded by invitation, and follow a two-step process:

Applicants must first submit an application, including an Energy Star® Portfolio Manager® (ESPM) Progress & Goals Report, indicating the organization's energy use for 2023 calendar year. For projects that are part of a new building, a build-design energy savings estimate is sufficient.

Eligible organizations are then invited to submit an updated application based on feedback provided by the reviewers and new information (e.g., updated cost estimates, designs, secured funding).

Reporting:

Report (only if project timeline is greater than six (6) months): narrative including financial expenditure details

Project Completion Report: narrative including details about financial expenditures.

12-month Post-project Completion Report: A brief narrative and an ESPM Progress & Goals Report reflecting energy usage within the timeframe between the project completion and 12 months after the project is completed.

Project examples include:

- Install solar energy system
- Replace a chiller
- Contribute to sealing the building envelope
- Purchase and install a heat pump
- Purchase and install a BAS or BMS system

Eligibility Guidelines

FCI Eligibility is determined through two categories: Organization and Project. The FCI's Eligibility Quiz (see below) will help you determine if your Organization is an appropriate applicant for a Frankenthaler Climate Initiative grant. Eligible organizations may then submit an application for a Project for funding (described below).

Organizational Eligibility

Examples of eligible organizations are listed below with the understanding that many organizations are unique and may encompass various aspects of the following characteristics. Applicants must be able to demonstrate that visual arts are the primary focus of the organization's mission and activities. A good metric for determining your eligibility is to consult your annual IRS 990 filing and/or review your organization's mission statement and its core activities. Eligible applicants should be able to readily demonstrate their collections-related activities, exhibitions and public programming, and/or educational and curricular activities. Eligible applicants must be nonprofit 501(c)(3) organizations or demonstrate a relationship with a vetted fiscal sponsor. Please contact info@frankenthalerclimateinitiative.org with questions.

Eligible Organizations

Museums, Nonprofit Galleries, Archives, and Institutions whose primary mission and focus involves visual art

- art museums; collecting and non-collecting institutions focused on visual art
- nonprofit art galleries
- archives whose primary area of collection or preservation involves art or art-related fields

Arts Education, Higher Education, and the Study of Art

- Independent Art Schools
- art schools, departments, or divisions within an accredited college, university, or other non-profit institution of higher education whose focus entails art or the study of art
- museums or galleries within a college or university
- centers for the study of visual art (independent or housed within nonprofit entities)
- artist residency programs
- art education center where the visual arts are the primary focus and activity

Community and cultural organizations whose mission and focus includes an emphasis on visual art

- Cultural centers and museums that display the arts of their community
- Community art centers

Artist-Endowed Foundations

Arts Events, including biennials, multi-institutional collaborations, temporary exhibitions, large-scale public art exhibitions, and traveling exhibition structures who can monitor and track their energy consumption/energy generation. *(New to 2024)*

Ineligible Organization Types

- For-profit organizations, including commercial galleries
- Performing arts organizations (e.g., theaters, ballet, opera houses, symphonies, or other performing arts centers whose primary focus is not visual art)
- Organizations that have received a grant for all three previous grant cycles, 2021-2023.
- Organizations without the visual arts as a primary focus and/or whose collection and preservation does not include visual art: Aquaria, Arboretums, Botanical gardens, Children's museums, Craft Organizations, Nature Centers, Libraries, Maritime Museums, Natural History Museums, Science Museums, Transportation Museums, Zoos and Zoological Societies.

Project Types and Eligibility

Eligible organizations should consult the following guidelines when preparing their projects for application. Projects should align with an organization's strategy or board-defined commitment (e.g., energy master plan, strategic plan, climate goals, curricula).

All organizations must be able to accurately and reliably track their energy use on a monthly basis using Energy Star® Portfolio Manager® (ESPM) to fulfill the reporting requirement.

Examples of Eligible Projects

Your project must generate clean, low carbon energy, and/or make your institution more energy efficient.

The FCI's primary focus includes a range of strategies intended to promote clean energy generation, energy efficiency, and sustainable practices in the visual arts sector. We fund building improvement projects, feasibility studies, and ambitious, transformative changes to structures, systems, organizational practices, and the built environment. Through baseline reporting and ongoing tracking using EnergyStar® PortfolioManager® and other recognized standards, FCI projects reduce environmental impact, carbon emissions, and lower operational costs. Projects include but are not limited to:

- clean energy generation (solar panel installation, transitioning away from fossil fuel-based heating);
- energy efficiency improvements and building envelope upgrades (installing LED lighting systems, replacing windows, adding insulation, upgrading HVAC, installing a new Building Management System);
- innovative building designs (and redesigns) that lower energy demand (designing or modifying spaces to minimize energy requirements, incorporating efficient design principles);
- feasibility assessments and energy efficiency audits to identify opportunities for improvement or adjustment to existing institutional practices; and
- sustainability measures related to collections management.

Examples of Ineligible Projects

- Projects that focus on non-energy related: landscape, water, waste, materials.
- Projects that focus on transportation: electric vehicle charging stations.

Eligibility Quiz

An online Eligibility Quiz is required to register to submit an application. The quiz will take approximately five (5) minutes to complete, and is intended to provide potential applicants with immediate feedback on their potential eligibility for funding.

See frankenthalerclimateinitiative.org for details.

Application Contents and Sample Applications

Please consult the following pages for application content, and for sample application responses for all funding levels.

Round 1 is an abbreviated application for Catalyst Grants, a full application for Scoping and Technical Assistance Grants, and an initial round for Implementation Grants. Implementation applicants invited to Round 2 have the opportunity to respond to feedback from reviewers, provide additional context and information (e.g., new budget quotes, funding matches, architectural drawings). Please note, Applications require the following documentation:

If you are a federally-recognized 501c3, your organization's 990 OR If you are not a federally-recognized 501c3, a short description of your relationship to your fiscal sponsor and list any key contact personnel who can provide sponsor financial information.

Supporting documents to clarify and affirm the efficacy and utility of the project's proposal. This includes cost estimates, drawings, and technical documents.

At least three but up to seven images of your institution and/or any project-related images approved for press. Images must be high-resolution 300 dpi format with image captions and photo credits.

(Implementation Only): EnergyStar® Portfolio Manager® Progress & Goals report for existing building, or build-design estimate if part of a new build for calendar year 2023. If the building is new, a design-build estimate is acceptable.

Section 1: Contact Information

*Organization Name

*Location/ Preferred public-facing Organization name

*Institutionally approved abbreviation(s) and acronym/s

*Primary Contact (Application Point of Contact): (Name, Title, email address, phone number)

*Application and Fiscal Signatory (Name, Title, email address, phone number)

*Fiscal Signatory (Name, Title, email address, phone number)

*If granted, Reporting Point of Contact if different than Primary Contact (Name, Title, email address, phone number)

*Organization Type

*Does this grant include an internal or external Fiscal Sponsor? Examples: I am applying on behalf of Art school [name] within [name] University; We are non-profit [name] and have not yet received our 501(c)(3) designation status and are applying with [name], a vetted fiscal sponsor; We are a state-owned museum and are applying on behalf of the state of [name].

Section 2:

Organization Profile, Mission, Engagement with Sustainability/Climate Action

The following section provides applicants with an opportunity to introduce themselves, and to acknowledge their current or anticipated engagement with both the visual arts and sustainability/climate change action. Please note that this section is not scored, but, instead, is intended to provide the Frankenthaler Climate Initiative (FCI) team with a broad view of each applicant, their climate action journey, and their engagement with the visual arts.

*What is your Organization's Mission Statement?

*Provide a brief narrative overview of your organization, its activities, importance of visual arts to your mission, and a collection (if you keep one). For example, what does your organization see as its key assets? Are you part of a larger network or system (e.g., "We are a student art gallery housed within the university's School of Arts and Sciences.")

*Provide an overview of the demographics of your organization's key stakeholders: your staff, board, visitors, or community. Who is your envisioned (or actual) audience?

Share any organizational commitments to or advancements in Diversity, Equity, Access and Inclusion. If yes, is this work aligned with any of your work in sustainability and climate change?

In addition to the ways you have answered Questions 1–4, is there anything else you'd like to tell us about your organization's values, goals, modes of working, or principles?

What stage of climate action do you think your organization is in?

Are you aware of (or engaged with) any of the following funding initiatives/organizations?

[If "yes," describe your level of engagement in a few words, e.g., I'm an applicant/funding recipient; I'm on their mailing list; etc.]

Section 3: Project Information

(All applicants are required to complete this section. Implementation applicants are required to complete this section in addition to questions 24-26.)

Previous FCI recipients: Previous FCI recipients (one or two years) may apply for a 2023 FCI grant as long as the request is not for the same grant type and same project. Grant requests may be for the same grant type but a different project or for different grant type for the same project. Organizations that have received a grant in 2021, 2022, and 2023 are not eligible to apply. For example, a scoping grant to identify highest impact areas in energy use could be followed by a technical assistance grant to specify a chiller replacement project recommended during the first grant project. Or an organization may have self-funded and conducted an ASHRAE Level II audit and have plans for two implementation projects: both would be eligible over two different application cycles.

- Did your organization receive a FCI grant in 2021, 2022, or 2023?
- Grant Type
- Please select the grant type in which your project best fits: Catalyst, Scoping, Technical Assistance, or Implementation.
- Amount Requested
- Project Title (e.g., New LED Installation at the Stuart Gallery)
- Project Start Date
- Project End Date

Summary: Describe your proposed project in non-technical language, so that a member of your audience (e.g., board member, visitor, student, artist) understands its impact and importance. (200 words maximum)

Project Abstract: Introduce your proposed project including relevant technical details. [250 word maximum]

This implementation project partially funds installation of 6 triple-glazed windows on the first floor of the Main Museum, providing an expected 65% reduction in energy costs and 20% reduction in GHG emissions. The project was identified during our initial energy audit, and then designed in consultation with the architect (name) and mechanical engineers (names). The team recommended these materials for their high energy efficiency, low-impact fabrication methods, and local availability, all contributing to a lower carbon footprint for the project and the institution. This project complements earlier work to reduce heat and cooling loss by installing an entry, and completes facade work that not only improves the building envelope but also enhances the appearance of building front to encourage visitation.

Project Description: Provide a detailed description of the project to be funded, including key milestones, highlights, or internal/external events or influences (e.g., capital campaign, new building plan, anniversary, strategic plan, etc.). [Long text] (1000 words maximum)

Project Relevance: Describe how you see this project's relevance to the visual arts and/or higher education. (250 words maximum)

Interdepartmental Communication/Collaboration: The FCI is particularly interested in projects that are cultivated through robust collaborative and interdisciplinary frameworks. Beyond any key personnel cited above, list any relevant or potential stakeholders or team members who may help to amplify the success of your project. Please clarify if your facilities team is regularly communicating with your curatorial team or other leadership about your work in climate action. Likewise, art schools and university-affiliated institutions should demonstrate the extent to which an FCI project can be communicated across various academic departments or administrative divisions. (250 words maximum)

External Communication: Do you anticipate external communication about this grant? If so, what are the strategies you will use (e.g., PR agency, social media, conference session, communications and development teams). [250 words maximum]

Please share a quote from your organization’s leadership about how the FCI grant will enable your organization to take sustainability actions.

Is the project part of a larger initiative or aligned to an organizational strategy? (e.g., sustainability, energy master plan, site master plan, strategic plan, or educational curriculum)? Please explain. [Long text]

For Implementation-level applicants only

Provide a list of the proposed project’s key phases, milestones. (1000 word maximum) For example: Select energy auditor by Sept 1, 2024, Receive final report by Dec 31, 2024. Phase 2 select energy auditor by August 15, 2024 in addition to any dependencies. If a proposed project is part of a new building, include a general timeline of the building’s current and projected construction milestones.

Does your organization own or lease the building where the project will take place? Select one option. Select “Other” to explain mixed arrangements.

Explain why the project is being pursued now. (250 word maximum)

Section 4: Impact and Outreach

Describe the impact, intersection and urgency and relevance of the proposed project. This is an opportunity to make the case for the near- and long-term benefits of your project internally and/or externally, if awarded.

Describe the anticipated results and outcomes from the project (installations, services, reports, recommendations, purchases, emissions avoided, electricity generated, money savings). [Long text] (250 word maximum)

If awarded funds, describe how you would plan to incorporate your work in climate action throughout your institution’s internal and external activities—its programming, education, public outreach, or curricular goals. [Long text] [250 word maximum]

Urgency, Relevance: Please share any additional explanations you feel are important for the Foundation and the FCI Reviewers to understand about what makes this project well-timed, especially important, or appropriate now. [Long text] [250 word maximum]

Section 5: Project Team, Key Stakeholders

Key Personnel: List all key stakeholders, both internal and external, who will ensure the proposed project’s success. Explain the roles and expertise of those involved in this project, naming contractors and external consultants if known. Explain why they are qualified to do this work.

Section 6: Budget

Provide a (1) Budget Summary and (2) Budget Narrative describing how you determined the costs associated with the proposed project.

Budget Summary

Enter the required information of the Budget Summary Form by clicking on the “+” (plus sign) to the right of the “Yearly Project Budget” header. Amounts of each listed expense indicating the funding source: either the Frankenthaler Climate Initiative or as “Additional Income”. “Additional Income” includes but is not limited to: a donor match, internal challenge program, general internal operations, city grant, etc. Please provide additional details in the Budget Narrative describing the listed “Additional Income”. Note: an applicant’s overhead expenses should not be attributed to Frankenthaler Climate Initiative funds.

Attach a more detailed budget in addition to completing this form under this Application's Documents section.

Yearly Project Budget

Budget Period Name (e.g., Phase 1):

Budget Start Date:

Budget End Date:

Project Expense	Frankenthaler Income	Additional Income
Professional Fees		
Supervision		
Permits		
Purchases (Materials and Equipment)		
Construction		
Other 1		
Other 2		
Other 3		

Budget Narrative

Provide a detailed breakdown of the project cost estimate. Include how FCI funding may help your organization become eligible or more competitive for other climate project support (e.g., particular incentives or local/state government funding). [Long text] Copies of bids, staffing and resumes, and designs can be uploaded in the Documents section.

Consulting Costs: \$xx,xxx.: These were based on the average of three bids, but the final selection will take place if a grant is awarded.

Professional Costs: \$xx,xxx Estimate provided by preferred candidate at a rate of \$150 an hour for x hours Make sure to include description of companies and/or resumes of professionals as is applicable.

Materials Costs: \$15,000: Fifteen solar panels at \$1,000 each

Section 7: Commitment to Reporting

I confirm the organization's commitment to reporting on the grant project by providing the following reports and that support for preparing the Energy Star® Portfolio Manager® (ESPM) Progress & Goals Report will be provided.

- **Catalyst**

- A Project Completion Report narrative including details about financial expenditures.
- A 6-month post-project completion narrative and ESPM Progress & Goals report

- **Scoping & Technical Assistance**

- A baseline ESPM Progress & Goals report of energy use for calendar year 2023 will be due within three months of grant award.
- A Project Completion Report narrative including details about financial expenditures.
- A 12-month post-project completion narrative including details about financial expenditures and ESPM Progress & Goals report.

- **Implementation**

- A Mid-Point Report narrative including details about financial expenditures if the project timeline is greater than 6 (six) months.
- A Project Completion Report narrative including details about financial expenditures.
- A 12-month post-project completion narrative including details about financial expenditures and ESPM Progress & Goals report

Section 8: Coaching

For organizations new to this work or a specific type of project, you may be eligible for some ongoing coaching during your project once an award decision is made. Please check this box if you are interested in receiving coaching hours in association with your project. Catalyst Grant recipients will receive up to 5 hours of Coaching. This checkbox will only appear for Scoping, Technical Assistance, and Implementation Grant applications.

- Detailed feedback and/or consultation calls on project design or next steps
- Consultation calls with sustainable construction experts on a specific topic, or as open discussion
- Getting started with monitoring energy in ESPM

If you do not see the assistance you require on this list and have questions please contact the FCI team at info@frankenthalerclimateinitiative.org

Section 9: Additional Materials

Upload compliance and optional documents in this section.

- If you are a federally-recognized 501c3, please upload your organization's 990 OR if you are not a federally-recognized 501c3, please upload a short description of your relationship to your fiscal sponsor and list any key contact personnel who can provide sponsor financial information.
- Provide supporting documentation to clarify and affirm the efficacy and utility of the project's proposal. This includes cost estimates, drawings, and technical documents.
- Required (Implementation Only): Baseline ESPM Progress & Goals report for existing building, or build-design estimate if part of a new build.
- At least three but up to 7 Images of your institution and/or any project-related images approved for press. Images must be high-resolution 300 dpi format with image captions and photo credits.

Round 2 (Implementation Only)

Updates/selection to contractors and team, drawings, funding new information, etc.

Updates to budget

SAMPLE 2024 Catalyst/Scoping/Technical Assistance Grant Application

Overview

This sample application provides examples of the type and scope of information applicants should include in requests for an **Catalyst, Scoping, or a Technical Grant** and includes sample responses for following sections 3 to 6.

The **Catalyst Grant** application is one round and entails a process that is less time-intensive than Scoping, Technical Assistance, or Implementation Grants. Applications must be submitted through the Helen Frankenthaler Foundation Grants Portal.

Questions included in the abbreviated application for Catalyst Grant requests are marked with an asterisk (*).

Scoping and Technical Assistance Grant applications are one round and require submission of a full application. Applications must be submitted through the Helen Frankenthaler Foundation Grants Portal

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*Section 1: Contact Information

1. Organization Name
2. Location/ Preferred public-facing Organization name
3. Institutionally approved abbreviation(s) and acronym
4. Primary Contact (Application Point of Contact): Name, Title, email address, phone number
5. Application and Fiscal Signatory: Name, Title, email address, phone number
6. Fiscal Signatory if applicable Name, Title, email address, phone number
7. If granted, Reporting Point of Contact if different than Primary Contact: Name, Title, email address, phone number
8. Organization Type (**Select one**)
 - Collecting Museum
 - Non-collecting Institution
 - Nonprofit Art Gallery or Art Space
 - Art School (independent or affiliated with an accredited higher ed institution)
 - University Museum, Gallery, or Arts-Focused Department
 - Artist Residency Program
 - Center for the Study of Art (Art History, Visual Studies, Curatorial Studies, etc.)
 - Archive (with primary focus on visual art or related field)
 - Community Art Center or Cultural Arts Organization
 - Public Art Organization
 - Arts Education Center (K-12, Community Education and/or Outreach)
 - Biennial, Triennial, or similar Exhibition-focused Entity
 - Artist-Endowed Foundation
 - Other
9. What are your organization's approximate annual operating expenses? (**Select one**)
 - < \$500K
 - Between \$500K and \$2M
 - Between \$2M and \$5M
 - Between \$5M and \$10M
 - Between \$10M and \$25M
 - Between \$25M and \$100M
 - Between \$100M and \$250M
 - > \$250M
10. Does this grant include an internal or external Fiscal Sponsor? If yes: Please provide details of the Fiscal Organization and Contact Information
Examples: I am applying on behalf of Art school [name] within [name] University; We are non-profit [name] and have not yet received our 501(c)(3) designation status and are applying with [name], a vetted fiscal sponsor; We are a state-owned museum and are applying on behalf of the state of [name].

Section 2: Organization Profile, Mission, Engagement with Sustainability/Climate Action

The following section provides applicants with an opportunity to introduce themselves, and to acknowledge their current or anticipated engagement with both the visual arts and sustainability/climate change action. Please note that this section is not scored, but, instead, is intended to provide the Frankenthaler Climate Initiative (FCI) team with a broad view of each applicant, their climate action journey, and their engagement with the visual arts.

- *What is your Organization's Mission Statement? **(Short text)**
- *Provide a brief narrative overview of your organization, its activities, importance of visual arts to your mission, and a collection (if you keep one). For example, what does your organization see as its key assets? Are you part of a larger network or system (e.g., "We are a student art gallery housed within the university's School of Arts and Sciences.") **(Long text)**
- Provide an overview of the demographics of your organization's key stakeholders: your staff, board, visitors, or community. Who is your envisioned (or actual) audience? **(Short text)**
- *Share any organizational commitments to or advancements in Diversity, Equity, Access and Inclusion. If yes, is this work aligned with any of your work in sustainability and climate change? **(Short text)**
- In addition to how you have answered Questions 1–4, is there anything else you'd like to tell us about your organization's values, goals, modes of working, or principles? **(Short text)**
- *What stage of climate action do you think your organization is in? **(Select one)**
 - Contemplation: Thinking about climate action and just starting out
 - Preparation: Getting ready to pursue climate action
 - Action: Climate action work is ad hoc
 - Comprehensive Action: Climate action work is integrated into processes, operations, and strategy organization-wide
 - Measured Comprehensive Action: Climate action is integrated organization-wide in a comprehensive manner and impact is measured
- *Are you aware of (or engaged with) any of the following funding initiatives/organizations? **(Select multiple)**
 - NEH Climate Smart Programs or other NEH climate-related grant programs
 - Gallery Climate Coalition (GCC)
 - Art and Climate Action
 - Teiger Foundation
 - F/AIC Alliance for Response Microgrants
 - Other
 - [If "yes," describe your level of engagement in a few words, e.g., I'm an applicant/funding recipient; I'm on their mailing list; etc.*

Section 3: Project Information

Previous Recipient?

Previous FCI recipients (one or two years) may apply for a 2023 FCI grant as long as the request is **not** for the same grant type **and** same project. Grant requests may be for the same grant type but a different project or for different grant type for the same project. Organizations that have received a grant in 2021, 2022, **and** 2023 are not eligible to apply. For example:

- A Scoping Grant to identify the highest impact areas in energy use could be followed by a Technical Assistance Grant to specify a chiller replacement project recommended during the first grant project.
- Or an organization may have self-funded and conducted an ASHRAE Level II audit and have plans for two implementation projects: both would be eligible over two different application cycles.

1. *Did your organization receive a FCI grant in 2021?

- No
- Yes, Implementation
- Yes, Scoping
- Yes, Technical Assistance

2. *Did your organization receive a FCI grant in 2022?

- No
- Yes, Implementation
- Yes, Scoping
- Yes, Technical Assistance

3. *Did your organization receive a FCI grant in 2023?

- No
- Yes, Implementation
- Yes, Scoping
- Yes, Technical Assistance

4. *Grant Category

Please select the grant type in which your project best fits: Catalyst, Scoping, Technical Assistance, or Implementation. You may only select **one** Grant Category.

- Catalyst
- Scoping
- Technical Assistance
- Implementation

8. *Amount Requested: \$33,025

9. *Public-facing Project Title: Solar Panel Installation: Clean Energy and Community Resilience

10. *Project Start Date: Projects must begin no later than August 30, 2024 July 31, 2024

11. ***Project End Date:** Catalyst Grants must be completed by October 31, 2024 (within six months of award); Scoping and Technical Assistance Grants must be completed by October 31, 2025 (within 18 months of award): [November 29, 2024](#)
12. ***Public-facing Summary:** Describe your proposed project in non-technical language, so that a member of your audience (e.g., board member, visitor, student, artist) understands its impact and importance. **(200 words maximum)**

The ABC Art Museum is planning to install solar panels to generate clean energy and provide potential backup energy during power outages. The first step is an assessment of current energy use, projected solar panel capacity, and potential costs. This Technical Assistance grant allows us to hire the Architecture Firm and Mechanical Engineering Inc. to examine our energy bills, research the building's condition and design, and recommend a solar design that reflects capacity and local regulations. The work can be completed within eight months of an award. This project allows us to save money on energy which we can redirect to programs and other sustainable practices. It may lead to the installation of a backup power resource for the museum and our immediate neighbors during shutdowns and disasters. This rural location has few resources for heating and cooling during extreme weather events, and the museum board has asked the staff to explore ways to support community resilience to climate change.

13. ***Project Abstract:** Introduce your proposed project including relevant technical details. **(250 word maximum)**

This technical assistance project funds an assessment of current energy use and the potential for a solar array on the 18,000 square foot museum roof, and a backup battery system. The assessment will take eight months and result in 1) a report of electricity usage over the last three years, 2) comments on building architecture to support solar panels based on review of architectural drawings, and structural probes and camera scoping, 3) potential for solar energy generation, and 4) potential for battery backup installation. The assessment report will recommend sizing potential and general system design but not provide final specifications, and will note any permits, regulations, or utility incentives appropriate for this project. The work builds on an informal review of our energy use and systems provided by a member of the board who is an architect experienced in green building.

14. ***Project Description:** Provide a detailed description of the project to be funded, including key milestones, highlights, or internal/external events or influences (e.g., capital campaign, new building plan, anniversary, strategic plan, etc.). **(1000 words maximum)**

This technical assistance project funds an assessment of current energy use, and the potential to install a solar array on the 18,000 square foot museum roof (flat with about x% uninterrupted space for panels), and a backup battery system.

This discussion came up at a board meeting when we reviewed the energy costs from a brutally cold winter and heard reports of our neighboring community college's successful solar installation (with the same firms we are contracting with this for this project). The staff also shared with the board recent examples of similar work highlighted in the regional museum association newsletter. The electrical grid in our region uses a mix of coal (25%), fossil gas (20%) and wind (55%). By shifting to more of our own power to

solar, we can reduce that 45% fossil fuel consumption while saving money for programs and future sustainability efforts.

Before proceeding to this application, the Museum's Facilities Director collected energy costs over the last three years, reported on current conditions of the HVAC system, and organized a board and staff visit to the community college to speak with them about their experience. Our building is an old factory, so we anticipate that the existing structure can carry the weight of the array. We have already replaced windows and insulation to reduce our energy needs.

The project team will include the Executive Director, Facilities Director, Board Treasurer and Board Chair with architectural experience. The staff will contract with the Architecture Firm and Mechanical Engineering Inc., provide all energy-related information, and ensure access to the building. The Board Treasurer and Board Chair will join the staff and contractor on an initial tour of the building and follow up with any information needed on building history. They will meet twice more with the contractor during the project and before presenting the results to the board at the conclusion of the project. The board will use the report as the basis for deciding if or how to move forward.

Though we do not yet foresee any events that will delay the project, we have incorporated two extra months in our time frame to allow for delays in accessing information or in sharing the report due to staff or board travel.

The Museum is in a rural community, with only limited renewable energy projects of this type so far. We anticipate preparing an article or case study for our website that we can share with the Rotary Club and the state and regional museum associations to provide an example that may encourage others or at least ease their path.

15. ***Project Relevance:** Describe how you see this project's relevance to the visual arts and/or higher education. **(250 words maximum)**

In our area, efforts to reduce fossil fuel energy use are only beginning to spread to nonprofit organizations even though they would benefit from the cost savings. We hope this project can be an example to others. The Museum has a strong public program arm that brings arts opportunities to the twelve schools in our area, two shelters, and two senior homes. We would rather spend our money on those programs than on energy -- especially on energy that harms the environment at the same time.

Just as important, we have a partnership with the community college to host students for classes and internships. Two years ago, a teacher approached us to work with her to support two new courses and an internship in art and the environment. We feel this operational approach supports the educational programming we have begun to embrace.

16. **Interdepartmental Communication/Collaboration:** The FCI is particularly interested in projects that are cultivated through robust collaborative and interdisciplinary frameworks. Beyond any key personnel cited above, list any relevant or potential stakeholders or team members who may help to amplify the success of your project. For example, please clarify if your facilities team is regularly communicating with your curatorial team or other leadership about your work in climate action. Likewise, art schools and university-affiliated institutions should demonstrate the extent to which an FCI project

can be communicated across various academic departments or administrative divisions.
(250 words maximum)

The partnership with the community college, the Executive Director's membership in the Rotary Club, and the Board Chair's network of architecture and engineering professionals are all important avenues for sharing the story of this process. The advantage of this project is that the roof is easily accessible for providing project tours, and the front lobby has ample space for providing a description of the project and installing a real-time energy dashboard. If we find we can install a battery backup for emergency use by the museum and community, that will provide another avenue of sharing how this effort supports the museum's central role in the community.

17. **External Communication:** Do you anticipate external communication about this grant? If so, what are the strategies you will use (e.g., PR agency, social media, conference session, communications and development teams). [250 words maximum]

We will prepare an article and a case study about the project, other sustainability efforts, and the support we have received from funders for our website, including the Frankenthaler Climate Initiative, if awarded. This will be shared with the local Rotary Club as well as the state and regional museum associations. Our Executive Director is a member of the Rotary Club and can share this directly. We have friends and colleagues at the state and regional museum associations; communications with those groups will be shared by email and through our primary social media platforms, LinkedIn and Instagram.

Our local newspaper has ties to a larger national news source and has asked to interview our staff this year about the museum's sustainability efforts. We would be pleased to discuss this project as part of that dialogue.

18. Please share a quote from your organization's leadership about how the FCI grant will enable your organization to take sustainability actions.

"Though the staff has been interested in the potential of solar power at the museum for a few years, the board has been reluctant until now to pursue this with intention. The combination of a neighboring example at the community college, a Board Chair with building design experience, and the possibility of Frankenthaler Climate Initiative funding has made this project a priority." Melanie Zhao, Executive Director

19. Is the project part of a larger initiative or aligned to an organizational strategy? (e.g., sustainability, energy master plan, site master plan, strategic plan, or educational curriculum)? Please explain.

We do not have a building master plan or an energy master plan, but our Facilities Director and team conducts regular maintenance and has a good working relationship with the Executive Director whom they notify if they foresee operational risks. We have shifted to LEDs whenever lighting needs to be replaced or improved, and we have finished insulating the ceiling and steadily replaced windows on each of the three floors over the last three years. Having reduced our energy use substantially, now is the time to consider generating energy to fit our footprint.

Section 4: Impact and Outreach

Describe the impact, intersection and urgency and relevance of the proposed project. This is an opportunity to make the case for the near- and long-term benefits of your project internally and/or externally, if awarded.

20. ***Impact:** Describe the anticipated results and outcomes from the project (installations, services, reports, recommendations, purchases, emissions avoided, electricity generated, money savings). **(250 word maximum)**

If we can incorporate solar into our overall energy use, we estimate we can reduce purchased energy by up to x% while saving money for programs. Previous efforts including LEDs, insulation and new windows have already provided an energy savings of 15% in 2023. The research during this project will improve the savings estimate, recommend the design and placement of the array, and outline opportunities for and requirements of a grid-integrated battery.

Further, there are 5,500 residents in our community, but limited resources in the area to serve the population in extreme weather events. It is likely that our museum would be able to provide services to the community during such events if it has emergency power: limited food services, some cooling/warming spaces, and communications opportunities. This project would help us confirm the parameters for this added resilience capacity for the solar energy project.

21. ***Intersection:** If awarded funds, describe how you would plan to incorporate your work in climate action throughout your institution's internal and external activities—its programming, education, public outreach, or curricular goals. **(250 word maximum)**

The ABC Art Museum is one of a few organizations taking sustainability measures in our area. For the initial Technical Assistance project, we will prepare an article or case study about our sustainability work for our website. This will be shared with the local Rotary Club as well as state and regional museum associations to encourage this work among others. As part of our public programs at schools and our partnership with the community college, we are creating curriculum to entail the intersections of art, sustainability, and resilience. We will describe these intersections with some highlights of our energy efficiency efforts as well as our goals to support the community's resilience to climate change. The front lobby description of the project and energy dashboard energy will allow us to communicate the work not only externally but internally as well, as staff primarily enter the building through the lobby. Through each of these efforts, we will be able to promote the museum as a safe place to convene for staff and members of the public during crisis events, especially as climate change continues to impact our community's well-being.

22. **Urgency, Relevance:** Please share any additional explanations you feel are important for the Foundation and the FCI Reviewers to understand about what makes this project well-timed, especially important, or appropriate now. **(250 word maximum)**

Over the last three years energy costs have risen in our area and it appears will only become more expensive state-wide. Because of our sustainability efforts, which have

been accompanied by lower energy bills, we have gained some attention within our community. Local community members and leaders are asking us about this work so they may be able to avoid these rising energy costs as well. With this attention and momentum, it is important that we consider bigger changes, like those that can directly and quickly impact the well-being of our staff and community. Since 2015, we and our community have been challenged by extreme weather including power grid failures due to cold, and brown-outs due to heat, but there have been limited resources available to those without the capacity to adapt. We must prepare now for more frequent events such as these.

*Section 5: Project Team, Key Stakeholders

1. **Key Personnel:** List all key stakeholders, both internal and external, who will ensure the proposed project's success. Explain the roles and expertise of those involved in this project, naming contractors and external consultants if known. Explain why they are qualified to do this work.

- Michael Gearson, Mechanical Design and Systems Engineer, Mechanical Engineering Inc.
- Alison Johnson, Principal, The Architecture Firm
- Melanie Zhao, Executive Director, ABC Art Museum
- Abigail Fortescue, Facilities Director, ABC Art Museum
- Dan Abdullah, Board Treasurer, ABC Art Museum
- Ravenna Martinez, Board Chair, ABC Art Museum

The project team will include the Executive Director, Facilities Director, Board Treasurer and Board Chair with architectural experience, as well as the Architecture Firm and Mechanical Engineering Inc.

Mechanical Engineering Inc. and the Architecture Firm have collaborated on over 20 projects together. They share a passion for sustainable energy and specialize in solar energy. They will provide an assessment of current energy use trends by examining our energy bills, research our building's condition and design to determine solar panel compatibility and potential capacity and provide the estimated costs.

The Executive Director and Facilities Director will contract Mechanical Engineering and the Architecture Firm and provide all energy-related information and ensure access to the building.

The Board Treasurer and Board Chair will join the staff and Mechanical Engineering Inc. and the Architecture Firm on an initial tour of the building and follow up with any information needed on building history. They will meet twice more with the contractors during the project and before presenting the results to the board at the conclusion of the project. The board will use the report as the basis for deciding if or how to move forward.

The Executive Director and Facilities Director will also incorporate the project findings in any public-facing work such as the lobby exhibit and energy dashboard, as well as the article or case study. The Facilities Director will be responsible for maintaining grant requirements such as EnergyStar Portfolio Manager reporting.

*Section 6: Budget

Description: Provide a (1) Budget Summary and (2) Budget Narrative describing how you determined the costs associated with the proposed project.

Budget Summary

Amounts of each listed expense indicate the funding source: either the Frankenthaler Climate Initiative or as "Additional Income". "Additional Income" includes but is not limited to a donor match, internal challenge program, general internal operations, city grant, etc. Please provide additional details in the Budget Narrative describing the listed "Additional Income". Note: an applicant's overhead expenses should not be attributed to Frankenthaler Climate Initiative funds. Optional: Attach a more detailed budget in addition to completing this form under this Application's Documents section.

Budget Period Name (e.g., Phase 1): Solar Assessment

Budget Start Date: July 31, 2024

Budget End Date: November 29, 2024

Project Expense	Frankenthaler Income	Additional Income
Professional Fees	\$24,750	
Supervision	\$ 3,375	
Permits		
Purchases (Materials and Equipment)	\$ 1,000	
Construction		
Other 1 (drawings + copies)	\$3,900	
Other 2		
Other 3		
	=\$33,025	=\$0

Budget Narrative

Provide a detailed breakdown of the project cost estimate. Include how FCI funding may help your organization become eligible or more competitive for other climate project support (e.g., particular incentives or local/state government funding). Copies of bids, staffing and resumes, and designs can be uploaded in the Documents section (Section 9).

Our organization has already gained some recognition in our area and is positioning itself as an example for our community and colleagues. Through our connections to the Rotary Club and our state and regional museum association, we believe that we will gain even greater attention for our goal for clean energy. We have approached other environmentally minded funders that

are very interested in a shovel-ready project. At the completion of this project, we will be more competitive for grants from those funders. The total cost for the project is \$33,025 and covers professional fees, supervision, materials and equipment, and drawings and copies. Staff and professional resumes have been uploaded to Section 9.

- Professional Fees: \$24,750 = Estimate provided by preferred candidate at a rate of \$225 an hour for 110 hours
- Supervision: \$3,375 = 25 hours x \$75 for Facilities Director; 15 hours x \$100 for Executive Director
- Materials Costs: \$1,000: Estimate for probing and monitoring equipment
- Other: \$3900 = 25 hours x \$150 for drawings of existing conditions that differ from current available materials, and drawings of potential designs. Additional \$150 for printing.

*Section 7: Commitment to Reporting [checkbox]

I confirm the organization's commitment to reporting on the grant project by providing the following reports and that support for preparing the Energy Star® Portfolio Manager® (ESPM) Progress & Goals Report will be provided.

Catalyst Grants require:

- ✓ A Project Completion Report narrative including details about financial expenditures.
- ✓ A 6-month post-project completion narrative and ESPM Progress & Goals report

Scoping & Technical Assistance Grants require:

- ✓ A baseline ESPM Progress & Goals report of energy use for calendar year 2023 will be due within three months of grant award.
- ✓ A Project Completion Report narrative including details about financial expenditures.
- ✓ A 12-month post-project completion narrative including details about financial expenditures and ESPM Progress & Goals report.

Section 8: Coaching [checkbox]

Catalyst Grant recipients will receive up to 5 hours of Coaching and will not need to complete this section.

Scoping and Technical Assistance Grants: For organizations new to this work or a specific type of project, you may be eligible for some ongoing coaching during your project once an award decision is made. Please check this box if you are interested in receiving coaching hours in association with your project.

- Detailed feedback and/or consultation calls on project design or next steps
- Consultation calls with sustainable construction experts on a specific topic, or as open discussion
- Getting started with monitoring energy in ESPM

- If you do not see the assistance you require on this list and have questions, please contact the FCI team at info@frankenthalerclimateinitiative.org

*Section 9: Additional Materials

Upload compliance and optional documents in this section.

- Required: If you are a federally-recognized 501c3, please upload your organization's 990 OR if you are not a federally-recognized 501c3, please upload a short description of your relationship to your fiscal sponsor and list any key contact personnel who can provide sponsor financial information.
- Required: Provide supporting documentation to clarify and affirm the efficacy and utility of the project's proposal. This includes cost estimates, drawings, and technical documents.
- Required (Implementation Only): Baseline ESPM Progress & Goals report for existing building, or build-design estimate if part of a new build.
- Required: At least three but up to 7 Images of your institution and/or any project-related images approved for press. Images must be high-resolution 300 dpi format with image captions and photo credits.

SAMPLE 2024 Implementation Grant Application

Overview

This sample application provides examples of the type and scope of information applicants should include in requests for an **Implementation Grant** and includes sample responses for following sections 3 to 6.

Implementation Grants are awarded by invitation, and follow a two-step process:

Applicants must first submit an application, including an Energy Star® Portfolio Manager® (ESPM) Progress & Goals Report, indicating the organization’s energy use for 2023 calendar year. For projects that are part of a new building, a build-design energy savings estimate is sufficient.

Eligible organizations are then invited to submit an updated application based on feedback provided by the reviewers and new information (e.g., updated cost estimates, designs, secured funding).

Application

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Section 1: Contact Information

1. Organization Name
2. Location/ Preferred public-facing Organization name
3. Institutionally approved abbreviation(s) and acronym
4. Primary Contact (Application Point of Contact): Name, Title, email address, phone number
5. Application and Fiscal Signatory: Name, Title, email address, phone number
6. Fiscal Signatory if applicable Name, Title, email address, phone number
7. If granted, Reporting Point of Contact if different than Primary Contact: Name, Title, email address, phone number
8. Organization Type **(Select one)**
 - Collecting Museum
 - Non-collecting Institution
 - Nonprofit Art Gallery or Art Space
 - Art School (independent or affiliated with an accredited higher ed institution)
 - University Museum, Gallery, or Arts-Focused Department
 - Artist Residency Program
 - Center for the Study of Art (Art History, Visual Studies, Curatorial Studies, etc.)
 - Archive (with primary focus on visual art or related field)
 - Community Art Center or Cultural Arts Organization
 - Public Art Organization
 - Arts Education Center (K-12, Community Education and/or Outreach)
 - Biennial, Triennial, or similar Exhibition-focused Entity
 - Artist-Endowed Foundation
 - Other
9. What are your organization's approximate annual operating expenses? **(Select one)**
 - < \$500K
 - Between \$500K and \$2M
 - Between \$2M and \$5M
 - Between \$5M and \$10M
 - Between \$10M and \$25M
 - Between \$25M and \$100M
 - Between \$100M and \$250M
 - > \$250M
10. Does this grant include an internal or external Fiscal Sponsor? If yes: Please provide details of the Fiscal Organization and Contact Information
Examples: I am applying on behalf of Art school [name] within [name] University; We are a non-profit [name] and have not yet received our 501(c)(3) designation status and are applying with [name], a vetted fiscal sponsor; We are a state-owned museum and are applying on behalf of the state of [name].

Section 2: Organization Profile, Mission, Engagement with Sustainability/Climate Action

The following section provides applicants with an opportunity to introduce themselves, and to acknowledge their current or anticipated engagement with both the visual arts and sustainability/climate change action. Please note that this section is not scored, but, instead, is intended to provide the Frankenthaler Climate Initiative (FCI) team with a broad view of each applicant, their climate action journey, and their engagement with the visual arts.

1. What is your Organization's Mission Statement? **(Short text)**
2. Provide a brief narrative overview of your organization, its activities, importance of visual arts to your mission, and a collection (if you keep one). For example, what does your organization see as its key assets? Are you part of a larger network or system (e.g., "We are a student art gallery housed within the university's School of Arts and Sciences.") **(Long text)**
3. Provide an overview of the demographics of your organization's key stakeholders: your staff, board, visitors, or community. Who is your envisioned (or actual) audience? **(Short text)**
4. Share any organizational commitments to or advancements in Diversity, Equity, Access and Inclusion. If yes, is this work aligned with any of your work in sustainability and climate change? **(Short text)**
5. In addition to how you have answered Questions 1–4, is there anything else you'd like to tell us about your organization's values, goals, modes of working, or principles? **(Short text)**
6. What stage of climate action do you think your organization is in? **(Select one)**
 - Contemplation: Thinking about climate action and just starting out
 - Preparation: Getting ready to pursue climate action
 - Action: Climate action work is ad hoc
 - Comprehensive Action: Climate action work is integrated into processes, operations, and strategy organization-wide
 - Measured Comprehensive Action: Climate action is integrated organization-wide in a comprehensive manner and impact is measured
7. Are you aware of (or engaged with) any of the following funding initiatives/organizations? **(Select multiple)**
 - NEH Climate Smart Programs or other NEH climate-related grant programs
 - Gallery Climate Coalition (GCC)
 - Art and Climate Action
 - Teiger Foundation
 - F/AIC Alliance for Response Microgrants
 - Other
 - If "yes," describe your level of engagement in a few words, e.g., I'm an applicant/funding recipient; I'm on their mailing list; etc.*

Section 3: Project Information

Previous Recipient?

Previous FCI recipients (one or two years) may apply for a 2023 FCI grant as long as the request is **not** for the same grant type **and** same project. Grant requests may be for the same grant type but a different project or for different grant type for the same project. Organizations that have received a grant in 2021, 2022, **and** 2023 are not eligible to apply. For example:

- A Scoping Grant to identify the highest impact areas in energy use could be followed by a Technical Assistance Grant to specify a chiller replacement project recommended during the first grant project.
- Or an organization may have self-funded and conducted an ASHRAE Level II audit and have plans for two implementation projects: both would be eligible over two different application cycles.

1. Did your organization receive a FCI grant in 2021?

- No
 Yes, Implementation
 Yes, Scoping
 Yes, Technical Assistance

2. Did your organization receive a FCI grant in 2022?

- No
 Yes, Implementation
 Yes, Scoping
 Yes, Technical Assistance

3. Did your organization receive a FCI grant in 2023?

- No
 Yes, Implementation
 Yes, Scoping
 Yes, Technical Assistance

4. **Grant Category**

Please select the grant type in which your project best fits: **Catalyst**, Scoping, Technical Assistance, or Implementation. You may only select **one** Grant Category.

- Catalyst
 Scoping
 Technical Assistance
 Implementation

5. **Amount Requested:** \$70,025

6. **Public-facing Project Title:** [New Windows to Increase Energy Efficiency at the School of Art](#)

7. **Project Start Date:** Projects must begin no later than August 30, 2024 [July 31, 2024](#)

8. **Project End Date:** Projects must be completed by July 30, 2026 (within 24 months of award) [November 16, 2024](#)

9. **Public-facing Summary:** Describe your proposed project in non-technical language, so that a member of your audience (e.g., board member, visitor, student, artist) understands its impact and importance. **(200 words maximum)**

The School of Art plans to install 6 triple-glazed windows on the first floor of the student gallery. The current windows are large, single paned, and inefficient for managing heating and cooling the space. The project was identified and designed during a recent audit of the school's energy consumption. This Implementation grant allows us to hire the project designers, the Architecture Firm and Mechanical Engineering Inc. to purchase materials and install the windows. We anticipate that the project can be completed within 8 months of the award. The project supports our organization-wide Commitment to Sustainability goal for on-site clean energy generation by 2030, with an expected 65% reduction in energy costs and x% reduction in GHG emissions.

10. **Project Abstract:** Introduce your proposed project including relevant technical details. **(250 word maximum)**

This Implementation project partially funds installation of 6 triple-glazed windows on the first floor of the student gallery, providing an expected x% reduction in energy costs and 20% reduction in greenhouse gas (GHG) emissions. The project was identified during our initial energy audit, and then designed in consultation with the Architecture Firm and Mechanical Engineering Inc. The team recommended these windows for their high energy efficiency, low-impact fabrication methods, and local availability, all contributing to a lower carbon footprint for the project and the institution. This project complements earlier work to reduce heat and cooling loss by installing a new entryway and completes facade work that not only improves the building envelope but also enhances the appearance of building front to encourage enrollment and visitation.

11. **Project Description:** Provide a detailed description of the project to be funded, including key milestones, highlights, or internal/external events or influences (e.g., capital campaign, new building plan, anniversary, strategic plan, etc.). **(1000 words maximum)**

This Implementation project partially funds the installation of 6 triple-glazed windows made by [manufacturer] on the first floor of the school's student gallery.

The gallery was built over forty years ago. Though well-maintained, until recently there have been no major upgrades to the building. Five years ago, our facilities manager suggested that the school's energy consumption appeared to be much greater than the national average when compared to other schools in EnergyStar Portfolio Manager. Along with concerns for the building's efficiency, were rising costs of energy as well as increasingly frequent and dramatic hot and cold weather events that were becoming difficult to navigate financially; that year, the school spent x% over their annual energy budget due to a spike in energy costs along with record heat that summer. These concerns and the findings by the facilities manager were the primary impetus for the energy audit. The findings of this informed the recent construction of the new entryway, improvements to the building envelope, and now the upgrade to the windows. Recent work has already reduced our energy costs by x% in the last year.

This project supports our Commitment to Sustainability, which includes a goal for onsite clean-energy generation by 2030. The design will provide an expected xx% reduction in energy costs and a xx% reduction in GHG emissions. Based on these estimates, reductions from other work, and from initial conversations with the consultants about the potential for on-site clean energy generation, the money saved over six years will allow us to provide xx% of the funds needed for a solar array. Encouraged by these estimates, generous and environmentally minded donors to the school have agreed to cover 50% of the window installation cost.

Staff will contract with the project's designers, the Architecture Firm and Mechanical Engineering Inc., the same firms that successfully completed the earlier work described above. Materials will be purchased and delivered by the firms in late summer. Installation will occur in the cooler months between October-November 2024. Though we do not yet foresee any events that will delay the project, we have incorporated two extra months in our time frame to allow for delays due to supply chain or weather events.

Along with the Architecture Firm and Mechanical Engineering Inc., the rest of the project team will include the school's Executive Director, Facilities Manager, and Director of Development. The Executive Director and Director of Development will be responsible for bi-weekly walkthroughs with the contract team and providing monthly project updates to the members of the board. The Facilities Manager will ensure access to the building, provide any building information needed to the firms, and be responsible for fulfilling the grant's reporting requirements including EnergyStar Portfolio Manager *energy reports*. The school staff members above will prepare a public-facing report and work with faculty and students to feature the work in an upcoming 2026 exhibit. We will also look to present our outcomes and impact at conferences as well as introduce our work to our community at local city and neighborhood meetings in hopes of inspiring other arts and nonprofit organizations to follow suit.

12. **Project Relevance:** Describe how you see this project's relevance to the visual arts and/or higher education. **(250 words maximum)**

The electrical grid in our area uses 60% fossil fuels and costs for this have continued to rise. Many other schools and nonprofits in the area have not begun to improve their buildings' energy efficiency despite these rising costs. The Art School is a well-known institution, and with its future-focused thinking it has often shown up as a leader for colleagues, similar institutions, and its local community. We believe that the school's work and its impacts will encourage others to make similar changes. To support this, the school will document its sustainability efforts and successes in a public-facing report and as part of its 2026 winter exhibit, "The Intersections of Art and Climate Change."

13. **Interdepartmental Communication/Collaboration:** The FCI is particularly interested in projects that are cultivated through robust collaborative and interdisciplinary frameworks. Beyond any key personnel cited above, list any relevant or potential stakeholders or team members who may help to amplify the success of your project. For example, please clarify if your facilities team is regularly communicating with your curatorial team or other leadership about your work in climate action. Likewise, art schools and university-affiliated institutions should demonstrate the extent to which an FCI project can be communicated across various academic departments or administrative divisions. **(250 words maximum)**

The school's board, administrative and marketing teams have been active proponents of this work from the beginning. As such, they have been working to communicate with all departments of the school including faculty and students about the needs and details of current work and work ahead. They will be instrumental in ensuring internal communications about the project.

Instructors at the school suggested that the project should be included in the 2026 exhibit. Faculty from each department including fine art, photography, illustration, graphic design, and sculpture will work closely with the staff directly involved in the project to prepare for the student exhibit. The Student President will be part of this preparation ensuring student needs and goals will be addressed.

14. **External Communication:** Do you anticipate external communication about this grant? If so, what are the strategies you will use (e.g., PR agency, social media, conference session, communications, and development teams). **(250 words maximum)**

The Executive Director, Director of Development, and Facilities Manager will work with the Marketing Team to share the details of the public-facing report. The Marketing Team will include the report on the school's website and as part of an ongoing social media campaign on LinkedIn and Instagram about the school's Commitment to Sustainability and related work. The Marketing Team will also be charged with promoting the 2026 exhibit in a similar fashion. In addition, the local newspaper has expressed an interest in promoting the school's recent work and future clean energy goals. We anticipate an article being prepared after the completion of the project. We will also look to present our outcomes and impact at conferences as well as introduce our work to our community at local city and neighborhood meetings in hopes of inspiring other arts and nonprofit organizations to follow suit.

15. Please share a quote from your organization's leadership about how the FCI grant will enable your organization to take sustainability actions.

"Though the school has made progress towards energy efficiency over the last five years, it has not been fast enough. Rising energy costs have been on track to impede our ability to fulfill our mission. Through the generous support of reliable donors and the positive impacts of recent work, we are increasingly encouraged to continue on this path. A Frankenthaler Climate Initiative grant could put us on a faster track to making our goals a reality." Melanie Zhao, Executive Director

16. Is the project part of a larger initiative or aligned to an organizational strategy? (e.g., sustainability, energy master plan, site master plan, strategic plan, or educational curriculum)? Please explain.

This project supports our Commitment to Sustainability, which includes a goal for onsite clean-energy generation by 2030. The project will provide an expected x% reduction in energy costs. Based on these estimates, reductions from other work, and from initial conversations with the consultants about the potential for on-site clean energy generation, the money saved over six years will allow us to provide x% of the funds needed for a solar array. Through this project and others, we have found that current donors are very interested in supporting sustainability focused efforts, especially those that will see such a great return on investment. A benefit of our Commitment to

Sustainability is that is improves the school's financial health, but it also recognizes that the changing climate will only continue to negatively impact the school, and strategies to become resilient to those changes must happen as soon as possible.

17. Provide a list of the proposed project's key phases and milestones. For example: Select energy auditor by Sept 1, 2024, Receive final report by Dec 31, 2024. Phase 2 select energy auditor by August 15, 2024, in addition to any dependencies. If a proposed project is part of a new building, include a general timeline of the building's current and projected construction milestones. **(1000 word maximum)**

The Art School has contracted with the Architecture Firm and Mechanical Engineering Inc. to install 6 triple-glazed windows on the first floor of the museum. The Architecture Firm and Mechanical Engineering Inc. designed the project in our previous consultation and with findings from an earlier energy audit.

Phase 1: Purchasing and Preparation (Jul 31–Aug 30): Mechanical Engineering purchases and receives windows. Work will only begin after the windows have been received and Mechanical Engineering has confirmed the order is correct [include a materials purchase list for your proposal].

The facilities staff will close the first floor of the gallery and secure any entryways to prevent significant air or moisture impact on the rest of the interior building.

Phase 2: Installation (Sept 1–7): Mechanical Engineering and the Architecture Firm will begin window removal and installation within three business days. The Second Use cooperative has agreed to accept (and collect) the original windows for resale at their architectural reuse site downtown.

Phase 3: Inspection (Sept 8–Oct 19) Required inspectors identified by the Mechanical Engineering and Architecture Firm conduct inspections.

Phase 4: Installation (Oct 20–Nov 17): Project concludes within two weeks of inspections followed by the restoration of gallery access and preparation for the installation of the annual art show (different than the 2026 exhibit described earlier) and sale in time for the holidays.

18. Does your organization own or lease the building where the project will take place? Select one option. Select "Other" to explain mixed arrangements.

- Own
- Lease
- Occupy under special arrangement (including arrangement with the city)
- Other [explain]

19. Explain why the project is being pursued now. **(250 word maximum)**

This project was identified during an initial energy audit and then designed with the Architecture Firm and Mechanical Engineering Inc. They recommended the windows for their high energy efficiency, low-impact fabrication methods, and local availability, all contributing to a lower carbon footprint for the project and the institution. This project complements earlier work to reduce heat and cooling loss by installing a new entryway and completes facade work that not only improves the building envelope but also enhances the appearance of building front to encourage enrollment and visitation.

In addition to this, the project supports our Commitment to Sustainability and has garnered support by local reliable donors who will cover 50% of the project costs. We recognize the urgency of the changing climate; through the recent extreme weather events we have experienced locally and those observed globally; upgrading buildings and changing our practices now is imperative to the school's resilience. As a well-known institution we are also positioned to encourage others to make changes at this crucial time.

Section 4: Impact and Outreach

Describe the impact, intersection and urgency and relevance of the proposed project. This is an opportunity to make the case for the near- and long-term benefits of your project internally and/or externally, if awarded.

- Impact:** Describe the anticipated results and outcomes from the project (installations, services, reports, recommendations, purchases, emissions avoided, electricity generated, money savings). **(250 word maximum)**
This project will provide an expected x% reduction in energy costs and a x% reduction in GHG emissions. It's estimated that with these expected savings along with those from recent work will allow us to provide 40% of the funds needed for a solar array in the next six years. These estimates are already proving to be appealing to environmentally and financially motivated funders and donors.
20. As a leader amongst similar institutions and in an area where few organizations are undertaking sustainability measures, we have a great opportunity to model this work for others. We plan to share our work widely to encourage others to change too.
- Intersection:** If awarded funds, describe how you would plan to incorporate your work in climate action throughout your institution's internal and external activities—its programming, education, public outreach, or curricular goals. **(250 word maximum)**
The Art School is one of a few organizations taking sustainability measures in our area.

The school will prepare a public-facing report which will outline the project, its challenges, successes, and opportunities. It will be posted on our website and included in social media reaching colleagues, similar institutions, local organizations, and community members.

Similarly, the project will be featured in the 2026 winter exhibit, "The Intersections of Art and Climate Change." This exhibit is not only an external promotion of the work but an avenue for discussing sustainability and climate change amongst students. Preparation for the exhibit will be co-conducted by project staff, school faculty, and the Student President. The exhibit will ensure students as well as visitors investigate their relationship to climate change and their own next steps for action.
- Urgency, Relevance:** Please share any additional explanations you feel are important for the Foundation and the FCI Reviewers to understand about what makes this project well-timed, especially important, or appropriate now. **(250 word maximum)**

This project complements earlier work to reduce heat and cooling loss by installing a new entryway and improving the building envelope. It also directly supports our goals for

clean energy generation by 2030. Estimated cost savings from this project and previous work will not only help us fund this goal within the next six years but it is enticing environmentally minded donors to fund the work now; we have secured funding for half of this project because of those estimates. We also recognize the urgency to make changes to our practices now as the changing climate rapidly and negatively impacts our lives. So far, extreme weather has mostly impacted our budget, but we are aware of the greater threats and potential impacts to the well-being of our staff, students, and community. As a leading institution we are positioned to pave the road for others.

Section 5: Project Team, Key Stakeholders

1. **Key Personnel:** List all key stakeholders, both internal and external, who will ensure the proposed project's success. Explain the roles and expertise of those involved in this project, naming contractors and external consultants if known. Explain why they are qualified to do this work. **(Long text)**
 - Michael Gearson, Mechanical Design and Systems Engineer, Mechanical Engineering Inc.
 - Alison Johnson, Principal, The Architecture Firm
 - Melanie Zhao, Executive Director, The Art School
 - Abigail Fortescue, Facilities Manager, The Art School
 - Dan Abdullah, Director of Development, The Art School

The project team will include the Executive Director, Facilities Manager, Director of Development, as well as the Architecture Firm and Mechanical Engineering Inc. Resumes are provided in the Additional Documents section.

Mechanical Engineering Inc. and the Architecture Firm have collaborated on over 20 projects together and successfully completed earlier work at the school including the building envelope improvements and construction of the new entryway. They share a passion for energy efficiency and provide clients with pathways to greater sustainability.

The Executive Director and Director of Development successfully oversaw work on the previous projects and worked directly with the contractors. They have a familiarity with nuances, challenges, and opportunities of projects like these. They will be responsible for contracting the firms, bi-weekly walkthroughs with the contractors, providing monthly project updates to the members of the board, and communication and work with the school administrators and marketing team during and after the completion of the project.

The Facilities Manager has been with the school for over 15 years. They have a robust knowledge of the building and are motivated to support the success of the project. They will ensure access to the building, provide any building information needed to the firms, and be responsible for fulfilling the grant's reporting requirements including EnergyStar Portfolio Manager energy reports.

Section 6: Budget

Provide a (1) Budget Summary and (2) Budget Narrative describing how you determined the costs associated with the proposed project.

Budget Summary

Amounts of each listed expense indicate the funding source: either the Frankenthaler Climate Initiative or as “Additional Income”. “Additional Income” includes but is not limited to a donor match, internal challenge program, general internal operations, city grant, etc.

Please provide additional details in the Budget Narrative describing the listed “Additional Income”.

Note: an applicant’s overhead expenses and/or indirect costs should not be attributed to Frankenthaler Climate Initiative funds. Optional: Attach a more detailed budget in addition to completing this form under this Application's Documents section.

Budget Period Name (e.g., Phase 1): [Gallery Window Upgrade](#)

Budget Start Date: [July 31, 2024](#)

Budget End Date: [November 17, 2024](#)

Project Expense	Frankenthaler Income	Additional Income
Professional Fees	\$55,750	
Supervision	\$8,375	
Permits		
Purchases (Materials and Equipment)	\$5,900	\$50,200
Construction		\$20,200
Other 1		
Other 2		
Other 3		
	= \$70,025	= \$70,400

Budget Narrative

Provide a detailed breakdown of the project cost estimate. Include how FCI funding may help your organization become eligible or more competitive for other climate project support (e.g., particular incentives or local/state government funding). Copies of bids, staffing and resumes, and designs can be uploaded in the Documents section.

We request a total of \$70,025 from the Frankenthaler Climate Initiative to fund professional fees, staff supervision and additional material costs. As a result of recent work and estimates provided by our contractors, generous donors have agreed to cover ~50% of the project costs, totaling \$70,400, including the costs for the windows and most of the construction materials and work. Over the last five years we have seen an increase in donor interest specifically for our sustainability focus. These relationships have grown to multi-year commitments to supporting our sustainability goals such as on-site clean energy generation. Please see the Documents section for the recommendations from the energy audit, staff and professional resumes, and a letter signed by our donors for this project.

- Professional Fees: \$55,750 = Estimate provided by preferred candidate at a rate of \$223 an hour for 250 hours
- Supervision: \$8,375 = 40 hours x \$75 for Facilities Manager; 20 hours x \$100 for Executive Director; 45 hours x \$75 for Director of Development
- Materials Costs: \$5,900: Estimate for additional materials costs including spray foam insulation, wood filler, and screws

Section 7: Commitment to Reporting [checkbox]

I confirm the organization's commitment to reporting on the grant project by providing the following reports and that support for preparing the Energy Star® Portfolio Manager® (ESPM) Progress & Goals Report will be provided. Implementation Grants require:

- A Mid-Point Report narrative including details about financial expenditures if the project timeline is greater than 6 (six) months.
- A Project Completion Report narrative including details about financial expenditures.
- A 12-month post-project completion narrative including details about financial expenditures and ESPM Progress & Goals report

Section 8: Coaching [checkbox]

For organizations new to this work or a specific type of project, you may be eligible for some ongoing coaching during your project once an award decision is made. Please check this box if you are interested in receiving coaching hours in association with your project.

- Detailed feedback and/or consultation calls on project design or next steps
- Consultation calls with sustainable construction experts on a specific topic, or as open discussion
- Getting started with monitoring energy in ESPM
- If you do not see the assistance you require on this list and have questions please contact the FCI team at info@frankenthalerclimateinitiative.org

Section 9: Additional Materials

Upload compliance and optional documents in this section.

- Required: If you are a federally-recognized 501c3, please upload your organization's 990 OR if you are not a federally-recognized 501c3, please upload a short description of

your relationship to your fiscal sponsor and list any key contact personnel who can provide sponsor financial information.

- Required: Provide supporting documentation to clarify and affirm the efficacy and utility of the project's proposal. This includes cost estimates, drawings, and technical documents.
- Required (Implementation Only): Baseline ESPM Progress & Goals report for existing building, or build-design estimate if part of a new build.
- Required: At least three but up to 7 Images of your institution and/or any project-related images approved for press. Images must be high-resolution 300 dpi format with image captions and photo credits.

SAMPLE ONLY